

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY, CALIFORNIA
AND RECORD OF ACTION**

13

November 5, 2002

**FROM: THOMAS R. LAURIN, DIRECTOR
DEPARTMENT OF ECONOMIC AND COMMUNITY DEVELOPMENT**

**SUBJECT: ADMENDMENT NO. 1 TO EMPLOYMENT AGREEMENT NO. 01-1175 WITH
JOELENE FOGG AS ASSET CONTROL COORDINATOR FOR THE
NEIGHBORHOOD INTIATIVE PROGRAM**

RECOMMENDATION: Approve Amendment No. 1 to Employment Agreement No. 01-1175 with Joeline Fogg, as Asset Control Coordinator for the federally funded Neighborhood Initiative (NI) Program, extending the end date of this contract from November 15, 2002, to May 2, 2003, and increasing the contract amount by \$28,821.

BACKGROUND INFORMATION: The County has received \$15,000,000 in federal funds for the revitalization of distressed neighborhoods in the Cities of Highland, Redlands, San Bernardino, and the intervening unincorporated areas. As part of these neighborhood revitalization efforts, the County purchases homes from the Federal Housing Administration (FHA), rehabilitates and sells them to low and moderate income homebuyers. Last year, the Department of Economic and Community Development (ECD) entered into a one-year contract with Ms. Joeline Fogg to work on this program. A contract position was preferred due to the uncertainty of the duration of the program.

FHA has offered to enter into another agreement with the County for the purchase of additional properties. It is now anticipated that this program will continue for the foreseeable future. ECD and the Classification Division of the Human Resources Department have been working on determining the classification of a regular position for this program. Once the classification of this position has been determined, the position will be filled in accordance with the County's policies and procedures for filling vacant positions.

The extension of this contract is needed to ensure all the rules and regulations associated with the N.I. Program are adhered to while the classification determination is being completed. Once the regular position is filled, this contract will be terminated. Either party may also terminate this contract, at any time, by giving 14 (fourteen) days prior written notice to the other party.

REVIEW BY OTHERS: This amendment has been reviewed by the Department of Human Resources, Tammy Ballesteros on October 21, 2002; the County Administrative Office, Patricia M. Cole, Administrative Analyst III on October 24, 2002; Deputy County Counsel W. Andrew Hartzell on October 28, 2002; and by the Department of Economic and Community Development's Contract Compliance Designee David Larsen on October 28, 2002.

FINANCIAL IMPACT: Funding for this agreement (\$28,821) is provided for in the Department's FY 2002/03 budget through federal Neighborhood Initiative Program funds, with no effect on the County General Fund, HOME nor CDBG funds.

SUPERVISORIAL DISTRICT(S): 3rd & 5th.

PRESENTER: Thomas R. Laurin, Director, 388-0808.

Record of Action of the Board of Supervisors